UW Tacoma Remote Class Access Instructions (For PC)

For best results please take a moment to familiarize yourself with all the steps in these instructions before attempting to use.

Please note: The screen shots in these instructions may not match exactly as it depends on the browser you are using. Steps and procedures are similar for all browsers.

Depending on the current quality of the internet some steps in these instructions can take some time to complete, such as initial login to the web page, making the reservation, and connecting to the reserved resource. If any steps seem to pause for more than a few minutes please stop and restart the process.

In order to use these instructions you will need to first download and install the Husky OnNet VPN client.

Husky OnNet VPN client software and installation instruction can be found at the following location

https://itconnect.uw.edu/connect/uw-networks/about-husky-onnet/

1. First step is to start and log into the Husky OnNet VPN client. You can verify you are logged in by Looking for the "F5" task icon in the lower right of the screen, and verify it is 'red' in color (grey means it is not connected).



2. Once you have logged into the Husky OnNet, please open a browser and navigate to the following web page: <u>https://uwtclass.tacoma.uw.edu/</u>

If you get a warning message saying your browser is not compatible please use a different browser. For example, "Google Chrome is not compatible." In this case, please use Firefox.

3. Once at the login page, enter your UWNetID as the user name and enter your UW Tacoma Campus computer login password in the password field

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Remote Lab 2.0		A Log In			
Log in.					
User Name	You_UWNetID				
Password	UWT Campus Computer Password				
	A Log In				
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4. Once logged in you will see the following page. It will tell you how many computers are available and what software is installed.

Remote Lab 2.0 🖵 Connect 📽 Admin 🗸	💄 oka (Administrator)	
Pool: RemoteLab Total Seats: 10 Available:10 In Use: 0		
New Reservation		
Software available on these remote compute machines;		
Adobe Creative Cloud		
ArcGIS Desktop		
Auto CAD education edition		
JGrasp		
Lumion		
MATLab R2021a		
MEGA		
PowerBI		
MS Office 2019		
MS Project		
MS Visio		
MineQL		
PUTTY		
PyCharm		
R & R Studio		
SketchUp Pro		
SPSS27		
Surfer		
Tableau		
Make My Reservation		
Make my rescrivation		

5. Click the "Make My Reservation" button to reserve of one of the available workstations

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	Remote Lab 2.0 🖓 Connect	Log off ♠	
	Pool: JOY001 Total Seats: 62 Available:62 In Use: 0		
	Make My Reservation Choose A Different Pool		
	Remote Lab Version 2.0 Build 5263 28864		

6. Once the reservation has been made you can use the "Connect To Remote Lab" button to download the connection file (RDP file).

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Remote Lab 2.0 Connect	≗ joetest t© Log off			
Pool: JOY001 Total Seats: 62 Available:61 In Use: 1 We've Reserved 30223304JOY001 For You!				
• Remember: If you get disconnected come back to this page to re-connect.				
Connect To Remote Lab Clear My Reservation				
Remote Lab Version 2.0 Build 5263.28864				

7. Click the "Open" option to open the downloaded RDP connection file. This will run the Remote Desktop Client and connect to your reservation.

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Pool: JOY We've Con	101 Total Seats: 62 Available:61 In Use: 1 102 Reserved 30223304JOY001 For You! 103 In Use: 1 104 In Use: 1 105 In Use: 1 106 Reserved 30223304JOY001 For You! 107 In Use: 1 108 In Use: 1 109 In Use: 1 100 In Use: 1 101 In Use: 1 102 In Use: 1 103 In Use: 1 104 In Use: 1 105 In Use: 1 106 In Use: 1 107 In Use: 1 108 In Use: 1 109 In Use: 1 109 In Use: 1 100 In Use: 1 101 In Use: 1 102 In Use: 1 103 In Use: 1 104 In Use: 1 105 In Use: 1 108 In Use: 1 109 In Use: 1 109 In Use: 1 109 In Use: 1 109 I			
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	What do you want to do with RemoteLabReservation.rdp (1.1 KB)? From: uwtclass.tacoma.uw.edu	Open Save ^ Can	cel X	

8. When prompted to make a remote desktop connection, choose "Connect"



9. Enter your UW Tacoma Campus computer login password, choose "OK"



10. A new Remote connection will be made to your reserved machine.



11. When finished. You **MUST** sign out so the workstation can be returned to the pool.



12. Once signed out you must click the "clear my Reservation" button from the uwtclass.tacoma.uw.edu web page.

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Pool: J07001 Tol We ¹ ve Reset @ Remander: if you gr	al Scats: 02 Available:01 In Use 1 ved 30223304JOY001 For You! dticonsected come back to this page to re-context.				
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- 13. Once the reservation is cleared you can log off the UW Tacoma Remote Class web page, using the "Log Off" option in the upper right of the page.
- 14. The last step is if you are done and don't need the UW VPN anymore, click on the F5 icon and disconnect from the Husky OnNet VPN

If you have trouble please send email to <u>tachelp@uw.edu</u> or call the UW Tacoma help desk at 253-692-help (4357)